

**VILLAGE OF COTTAGE GROVE
VILLAGE BOARD OF TRUSTEES
Monday, August 7, 2017**

MINUTES

1. Call to order

The August 7, 2017 regular meeting of the Village Board of Trustees was called to order at 6:30 p.m. by Village President Jack Henrich.

2. Determination of quorum and that the agenda was properly posted.

It was determined that there was a quorum of members present and that the agenda was properly posted. Village Board members present were: Troy Allen, Mick Conrad, Forrest Crawford, James Elmore, Jack Henrich, Larry Schoenemann and John Williams. Staff present were Village Clerk Lisa Kalata, Administrator Matt Giese, Village Planner Erin Ruth, Public Works and Utilities Director JJ Larson, Village Engineer Mike Maloney, Village Attorney Leighton Boushea and Police Chief Dan Layber.

3. Pledge of Allegiance.

4. PUBLIC APPEARANCES – *Public's opportunity to speak about any subject that is not a specific agenda item.*
None

5. Discuss and consider the minutes of the regular Village Board meeting of July 17, 2017.

Motion by Allen to approve the minutes of the regular Village Board meeting of July 17, 2017, seconded by Schoenemann. **Motion** carried with a voice vote of 6-0-1 with Williams abstaining.

6. Unfinished Business

a. Discuss and consider POLCO proposal.

Giese explained that the funds would come from the cable fund, which is not levy dollars in the amount of \$3,000 annually. **Motion** by Conrad to approve the contract as provided with the caveat that the Village Attorney addresses the fee being paid monthly, seconded by Allen. **Motion** carried with a voice vote of 7-0-0.

b. Discuss and consider direction to staff relating to ownership of future stormwater outlots.

Giese explained the survey information provided, that it really is mixed amongst the surrounding communities. Andrew Homburg was present to express his experience with the Village and other communities that he works in. He explained the different types of stormwater management and how they differ with the type of development. If it is a residential development, outlots are formed for stormwater ponds however; if it is a single development, then it would remain as a private stormwater system. This practice has worked well in the Village, this has not been the practice in other communities, and there have been issues which come back to the community to rectify. Andrew has had a long history working with the Village and would like to see the stormwater policy to remain. There was much discussion on the current stormwater ponds and the need for a stormwater model to help maintain the stormwater ponds. **Motion** by Williams to table until a stormwater model can be done, seconded by Allen. **Motion** carried with a voice vote of 7-0-0.

7. New Business

a. Discuss and consider Sound Permit for Travis Agnew.

Motion by Henrich to approve the sound permit for Travis Agnew on 9/4/2017, 9/18/17, 10/2/2017 and 10/16/2017, seconded by Elmore. **Motion** carried with a voice vote of 7-0-0.

b. Discuss and consider New Operator license applications for licensing year July 2017-June 2018 for Benjamin Leake, Karysma Schulz, Lindsay Frazier, Shalena Adams and Alexis Hommen.

Motion by Elmore to approve operator licenses for Benjamin Leake, Karysma Schulz, Lindsay Frazier, Shalena Adams and Alexis Hommen for license year July 2017 to June 2018, seconded by Henrich. **Motion** carried with a voice vote of 7-0-0.

c. Discuss and consider appointment to Cottage Grove Chamber's branding focus group.

Motion by Henrich to appoint Forrest Crawford to the Cottage Grove Chamber's branding focus group, seconded by Elmore. **Motion** carried with a voice vote of 7-0-0.

d. Discuss and consider rescheduling the September 4, 2017 Village Board meeting to September 7, 2017.

Motion by Henrich to reschedule the September 4, 2017 Village Board meeting to September 7, 2017, seconded by Conrad. **Motion** carried with a voice vote of 7-0-0.

8. Reports from Village Boards, Commissions & Committee

8.I. Peer Court Steering Committee

Henrich reported that Peer Court has been very successful and the reports received from Briar Patch are very informative and helpful.

8.II. Deer-Grove EMS Commission

Allen reported that they went over the financials, discussed the damage to the overhead door, and they accepted the resignation of Chief Erschen. They are in the process of hiring a new Chief, September 1, 2017 is the deadline for applications. Chief Erschen will be reviewing all the applicants and will recommend to the committee. There may be a special meeting in October for hiring purposes. The two new ambulances are here and the overall budget was over by \$30.00. The next meeting will be August 17, 2017.

8.III. Utility Commission

Crawford reported that the committee voted to increase the sewer utility for the forcemain/lift station project. This project has been in the financial plan and TID #7 would pay for a portion of the project at well.

8.IV. Parks, Recreation & Forestry Committee

Elmore reported that there has been a lot of calls on the Japanese beetles in the Village. Sean has been working on the treatments and researching different methods of treatment. They also looked at the tree list, and will be making some changes in the ordinance to address the issues. They also looked at the Parks and Open Space plan, which is coming along and looking good.

8.V. Joint Fire Department Committee

Crawford reported that Chris Hampton is the new Chair and Forrest Crawford is the secretary. They would also like the agreement with the Town and Village to be looked at and possibly be updated. Williams reported that the fire department is still in the running for a equipment grant. They have five new volunteers in various stages of training. They will be replacing some of the landscaping at the fire building and moving a few offices within the building to make it more functional. The next meeting will be September 25, 2017 and they will be working on the budget.

8. VI. Natvig Landfill Monitoring Review Committee

Crawford reported that there was a presentation by Strand and Associates on the different options for replacement of the monitoring well location. The committee voted to move the well but not modify the plan until initial testing can be done.

9. Reports from Village Officers:

- a. Troy Allen-No report
- b. Mick Conrad- No report
- c. Forrest Crawford- There has been some break in of cars, so just a reminder to lock doors.
- d. James Elmore-No report
- e. Larry Schoenemann -No report
- f. John Williams- No report
- g. Jack Henrich

- i. Discuss agenda item submittal form for Village Board members.

Henrich passed out a form to be used by the board for agenda item submittals, if you have questions, suggestions or comments email Henrich.

- ii. Discuss and consider requesting the Joint Fire Committee review the agreement for fire protection services.

Motion by Williams to have the Joint Fire Committee review the agreement for the fire protection services, seconded by Schoenemann. **Motion** carried with voice vote of 7-0-0.

h. Attorney Lee Boushea

- i. Report on Emergency Government ordinance

Attorney Boushea was in the process of reviewing the current ordinance and was under the impression that the Town was doing same, however the Town's attorney was not aware of this. So, if this is to be reviewed then the cost should be split between the two municipalities.

- i. Administrator Matt Giese- The financials through June have been handed out, and are tracking with the budgets. The financial management plan will start the budget process. Finance and Personnel will be meeting on August 29, 2017 at 5:30 p.m.

- j. Director of Planning and Development Erin Ruth
 - i. Update on Monona Grove School District growth plan.
Ruth explained the handout with the questions, from the school district, as they were not able to attend tonight's meeting. There will be follow up questions as well and we will try to schedule a future meeting.
- k. Police Chief Dan Layber- National Night Out was a great event, we had several hundred people attend. It was a great opportunity for the community to meet the departments.

10. Communications and Miscellaneous Business

a. Consider approval of vouchers

Motion by Allen to approve the Village portion of the vouchers in the amount of \$608,707.06, seconded by Schoenemann. The check sequence goes from check #42516 to check #42518 and check #42520 to check #42618. **Motion** carried with a voice vote of 7-0-0.

b. Correspondence-none

c. Future agenda items

List how the cable fund money can be expended.

- 11. Closed Session:** The Village of Cottage Grove Village Board will enter into Closed Session pursuant to Wisconsin State Statute §19.85(1)(e) deliberating or negotiating the purchase of public property, investing of public funds, conducting other specified business whenever competitive and/or bargaining reasons require a closed session; negotiate terms for potential development in Commerce Park; and also the listing price of former well site at 308 N Main St and former lift station site on Vilas Rd.

Motion by Henrich to enter into closed session at 7:56 p.m., seconded by Crawford. **Motion** carried with a roll call vote, Allen, AYE, Conrad, AYE, Crawford, AYE, Elmore, AYE, Henrich, AYE, Schoenemann, AYE, Williams, AYE.

- 12. Reconvene into open session and possible consideration of closed session items**

Motion by Henrich to reconvene into open session at 9:28 p.m., seconded by Schoenemann. **Motion** carried with a roll call vote, Allen, AYE, Conrad, AYE, Crawford, AYE, Elmore, AYE, Henrich, AYE, Schoenemann, AYE, Williams, AYE.

Motion by Henrich to have staff work with the brokers with terms and conditions outlined, seconded by Crawford. **Motion** carried with a voice vote of 7-0-0.

- 13. Adjournment**

Motion by Henrich to adjourn at 9:29 p.m., seconded by Williams. **Motion** carried with voice vote of 7-0-0.

Lisa Kalata, Clerk

Village of Cottage Grove

Approved: August 21, 2017

These minutes represent the general subject matter discussed in this meeting but do not reflect a verbatim documentation of the subjects and conversations that took place.